

**Parks Committee Meeting  
Courthouse Conference Room A231  
September 13, 2011 9:00 a.m.**

**Call to Order:** Meeting was called to order at 9:00 a.m. by Chairperson Kotlowski.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Jerry Kotlowski, Dave Renner, Bill Miller, Lori Djumadi, and Committee welcomed new member Heidi Roekle. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Rita Kolstad – Parks Admin. Clerk/Bookkeeper.

**Approve Agenda:** Motion by Renner/Miller to approve the agenda as presented. Motion carried by unanimous vote.

**Previous Minutes:** Motion by Miller/Renner to approve the August 3 & 16, 2011, minutes as printed. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** None.

**Public Participation on Agenda Items:** None.

**Petenwell Park Road & Parking Lot Crack Filling Bid Opening & Possible Awarding of Project:** Chairperson opened and read all bids. Motion by Djumadi/Renner to accept the Highway Department's bid of \$8489.81. Motion to include that all cracks are to be filled per project specifications. Motion carried by unanimous vote.

**Recreation Report by Committee Members:** Lori asked if any further discussion has occurred on the possibility of transferring ownership of all public accesses and outlying parks to the Townships; Director reported the consolidation committee will possibly be reviewing this in the near future. Lori asked if some campers live in the park(s) year round; Director reported the policy is registered campers may re-register every month to maintain their site; however, they must abide by park policies approved by the Parks Committee.

**Update on County-wide Five Year Outdoor Recreation Plan:** NCRPC will be sending out surveys for the Townships to complete and return. The County should receive a rough draft in January approximately with completion prior to April for County Board approval. The cost will be approximately \$1800.00.

**Review Any 2012 Proposed Budget Changes:** Director recently met with Finance Committee to review the Department's proposed 2012 budgets. The Parks Department came in at a 17.48% decrease from the 2011 budget. \$162,260.21 on the 2012 tax levy for 2012 vs. approximately \$196,000.00 for 2011.

**Possible Resolution Requesting Use of .05% Sales Tax Beginning 2012:** Director reported learning there possibly will not be any sales tax monies available till June 2012. The Parks Department will make a proposal for the 2013 budget and possibly for the remainder of the 2012. Discussion followed.

**Trails Management Report:** Plum Creek Timber Company sold a large parcel of land that included approximately one-half of the western section of the Monroe Prairie Recreation Area. The off-road trail will possibly be expanded south of its' current location due to the property sale.  
A snowmobile trail signing workshop will be held in the fall.

**Employee Status Report:** Assistant Manager I positions are vacant at both Castle Rock and Petenwell Parks and will not be filled for the remainder of 2011, due to budget constraints. Most of the LTE and seasonal employees are done for the season. Swim program and Lifeguarding is also done for the season.  
Renner was excused from the meeting at this time.

**Revenue Report:** Committee reviewed.

**Expense Check Summary Report and Expense Report:** Distributed to Committee.

**Future Agenda Items:** No requests.

**Set Next Meeting Date:** October 12, 2011, 8:00 a.m., Courthouse Conference Room A231.

**Adjourn:** Motion by Djumadi/Miller to adjourn at 9:45 a.m. Motion carried by unanimous vote.

Submitted by,

Lori Djumadi  
Parks Committee  
Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.  
These minutes have not been approved by the Parks Committee.